

Horticulture and Crop Science Graduate Student Association Constitution

Article I – Name, Purpose, and Non-Discrimination Policy

Section 1 - Name:

Horticulture and Crop Science Graduate Student Association (HCS-GSA)

Section 2 – Purpose:

The purpose of the Horticulture and Crop Science Graduate Student Association (HCS-GSA) is as follows: 1) to provide opportunities for the interaction of current and incoming graduate students, 2) to improve student’s professional development skills through networking and professional events, 3) to provide a forum to plan academic and social events within the department of Horticulture and Crop Science, 4) to serve as a liaison between graduate students and departmental administration.

Section 3 – Non-Discrimination Policy:

The HCS-GSA does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

Article II – Membership

Any graduate student currently enrolled in the Department of Horticulture and Crop Science at The Ohio State University is eligible to become a member of HCS-GSA. Additionally, graduate students enrolled in other programs, but mentored by a faculty member in the Horticulture and Crop Science Department may join.

Article III – Meetings, Events, and Attendance

HCS-GSA will meet at least once a semester or when deemed necessary decided upon by the officers. Members are considered active when they participate at least 50% of general meetings and events as well as meetings that are decided by the officers to be required unless otherwise excused.

Article IV – Organization Leadership:

President – The President will preside over meetings and is responsible for creating the meeting agenda and scheduling future meetings. The President, along with the Vice-President, serves as a main contact for HCS-GSA. The President will also co-lead with the Vice-President the HCS Annual Graduate Research Symposium planning committee.

Vice-President – The Vice-President will be a student located on the opposite campus¹ from the president (i.e. if the President is in Wooster, the Vice-President will be located

in Columbus). The Vice-President will perform the President's duties if the President is absent. The Vice-President, along with the President, serves as a main contact for HCS-GSA. The Vice-President and the President will serve as co-leaders of the HCS Annual Graduate Research Symposium planning committee.

¹ *In the instance there is not a suitable candidate for Vice – President at the opposite campus, then both President and Vice-President positions can be filled by members located at the same campus. In the event that both President and Vice President are located at the same campus, a co-chair for the Graduate Research Symposium will be appointed for the opposite campus.*

Treasurer – The Treasurer will oversee all monetary duties. This includes managing the bank account and serving as the Sponsorship/Fundraising Chair for the Graduate Research Symposium.

Secretary – The Secretary will record minutes of regular HCS-GSA meetings, officer meetings, and Graduate Research Symposium committee meetings. The Secretary will maintain a collection of the minutes on the HCS-GSA Buckeyebox and is responsible for keeping the active list of HCS-GSA members.

Departmental Student Representatives – There will be three Departmental Graduate Student Representatives. Two student representatives, one from each location, will attend EAC and Faculty meetings. A third student representative will attend the Graduate Studies Committee Meeting. The Departmental Student Representatives are to communicate what they learn from the meetings to the HCS-GSA. The HCS-GSA will recommend the Graduate Student Representatives to the HCS Department Chair and the chair will appoint them to a one-year position in December when departmental committee membership is determined.

Advisors – The Advisors will keep HCS-GSA connected and up to date on departmental and faculty views.

Media Coordinator² – The Media Coordinator will maintain the website and social media pages.

Social Events Chair² – The Social Events Chair is responsible for the planning and coordination of social events for HCS-GSA. The Social Events Chair will also work with the HCS Department for departmental social events.

² *These leadership positions are optional to fill. These positions should be filled unless there are no candidates for the positions. Under the circumstances these positions are not filled, the duties of these leadership positions will be completed by the other officers. The newly elected officers will come to a decision of how the duties will be delegated.*

Article V – Elections

New officer elections will take place by the first week in December with new officers assuming their positions at the next scheduled meeting. Members may volunteer to run

for multiple positions, but can only be elected to one position. Voting will take place via anonymous ballots. Officers will be elected with a majority vote. A tie between candidates for a position will be broken by the majority vote of the current officer team. If there is again a tie, it is the discrepancy of the current officer team to determine how to break the tie.

Article VI – Advisor

There will be two advisors. The advisors should be faculty and/or staff in the department of Horticulture and Crop Science and will serve a two-year term. One of the two advisors must be a faculty member. The advisors are open to attend the HSCGSA meetings (unless it is a closed meeting). The advisors act as an interpreter of departmental regulations and faculty views. The advisors will inform the officers of new students so the new students can be invited to HCS-GSA meetings.

Article VII – Methods for Removing Members and Officers

Section 1 – Member

A member may be removed from the HCS-GSA if the member's actions are detrimental to advancing the purpose of the organization or they violate the constitution, the Code of Student Conduct, university policy, federal, state, or local law. For a member to be removed, a majority vote of the HCS-GSA active members, in consultation with the association's advisors, is required.

Section 2 – Officer

An elected officer may be removed from their position for any action that is detrimental to advancing the purpose of this organization, including violations of the constitution, Student Code of Conduct, university policy, or federal, state, or local laws. Officers may make the decision to leave their position, or may be removed by a unanimous vote of the active members in consultation with the association's advisors. The officers and the advisors will appoint a member to the vacated-position.

Article VIII – HCS Graduate Research Symposium

Section 1 – Purpose of Symposium

The symposium is a forum for all students to share their latest research and to network with professors, other graduate students, invited speakers, and guests. Additionally, attendees will have the opportunity to attend tours of various cutting-edge research facilities. This event is encouraged and supported by administrators in the College of Food, Agricultural, and Environmental Sciences but organized entirely by the HCS graduate students. This event is open to all to attend, but HCS students who are funded by the Department are required to attend.

Section 2 – Formation and Purpose of Committee

A planning committee will be formed with the purpose of organizing and leading the Graduate Research Symposium. The committee members will be self-nominated and appointed by the officer team. Active members are eligible to serve on the committee.

Article IX – Funds

A majority vote of the active membership present at the meeting is needed to approve the use of funds for major events. In the event of an emergency, the leadership team has the ability to approve the use of funds when the amount is less than \$100. Established committees have the power to allocate funds attributed to the specific committee to fulfill their duties with the approval of the committee members.

Article X – Method of Amending the Constitution

Amendments to the Constitution can be proposed by any member of HCS-GSA. Proposed amendments to the Constitution should first be presented to the officer team and then to the membership for discussion and a vote. The amendment to the Constitution will pass with a majority vote of members present at the meeting. The vote on the amendment should not happen at the same meeting in which it is first proposed.

Article XI – Method of Dissolution

HCS-GSA will stand dissolved when all the following procedures are met: the officer team (including advisor) reach a unanimous vote to dissolve the club, the general membership has a two-thirds majority vote at a well-advertised general meeting to dissolve the club (members that are unable to attend the general meeting may submit their vote before the general meeting). A dissolution committee will be formed by the executive committee to handle the re-assignment of assets.

Established: August 2018